

Draft Meeting Minutes for Londonderry Village Wastewater Project

Public Question & Answer Session

July 10, 2025

Attendees:

Online Attendees:

Village Wastewater Project / Town Representatives: Gary Hedman, Sharon Crossman, Larry Gubb, Corey Mack, Matt Bachler (Windham Regional Commission), Chrissy Haskins (Dufresne Group), Aileen Tulloch (Londonderry Town Administrator).

Guests (partial list based on sign in sheet/online attendees): Jason O'Connor, Center Merrill, Joyse Mathew, Taylor Prouty, Darcy Duval, Michael Goodbody, David Nunnikhoven, Paul Maitland, Shannon Heidebrecht, Laurie Krooss Mullen, Paul Peluchette, Jeff Duda, Eric Eklof (online).

The meeting was held at the Londonderry Town Offices and recorded to the cloud.

The video can be viewed at:

https://us02web.zoom.us/rec/share/Dc48Op7mh95kK8QcLSAUg8DegPKxUFa_-rGWBedyADI7L-mAbITXQGTO8955rYM8.m-zJ5PLGioUhZG_C

Meeting was called to Order at 6:04 PM

Quick recap

The meeting was held to allow for brief project updates to potential system users, and allow for a question and answer session.

Next steps

- *Deadlines for submitting a connection application will be July 15th (South Village) and July 31st (North Village).*
- *Potential system users should contact the design engineer, Chrissy Haskins, (chaskins@dufresnegroup.com) with any questions specific to their property.*
- *Emails notifying applicants that their connection application has been received will be sent out on July 15 (or shortly thereafter). A separate email will go out at the same time, notifying those on the contact list that a connection application has not been received.*
- *The Draft Wastewater Ordinance should be reviewed relative to oil/grease separator requirements.*

Summary

Gary called the meeting to order and noted that the meeting was properly warned, with agendas posted at the post offices and town offices. No motions were made or voted upon during the meeting.

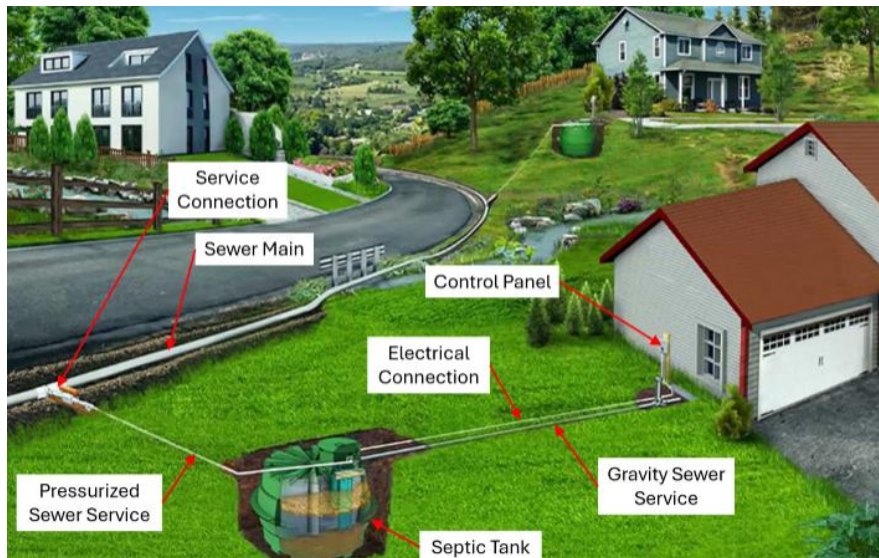
Committee / Representatives Presentations

Chrissy Haskins, PE, Dufresne Group Consulting Engineers

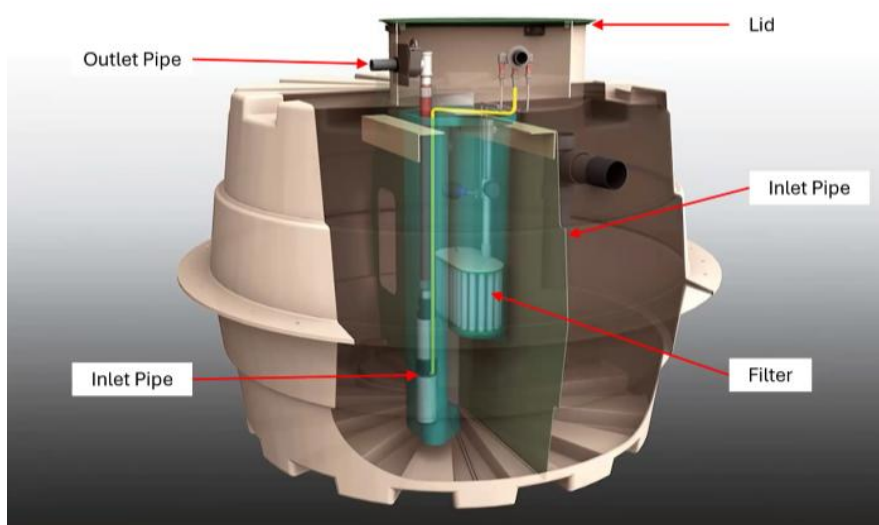
Chrissy provided a brief summary of the overall design and layout of the wastewater system. Images showing the different components of the system that will be installed on the private parcel were reviewed. At each individual connection, a circular 1,000 gallon plastic septic tank, ½ HP pump, alarm system, and effluent line from the pump to the street connection will be installed. Each tank will feature a plastic cap over the tank to allow for maintenance/access.

The images from Chrissy's presentation below are representative only.

Depiction of the parcel system components and layout.



Depiction of septic tank and pump (actual equipment will vary).



Depiction of the collection system.



Chrissy also discussed project schedule, noting that tree removal (where necessary) would occur over the winter of 2025/2026, work will likely ramp up in May 2025. The contractor will likely segment the project work (i.e. installation of piping along roadways) and the order in which each segment occurs, remains to be determined. Work on individual properties to install the new tank and associated equipment would likely occur between May and August 2026.

Matt Bachler, Windham Regional Commission

Matt provided a review of the Draft Village Wastewater Ordinance, and Wastewater System Fee Schedule. The fee schedule was created with assistance from John Kiernan with Rural Community Assistance Partnership (RCAP) Solutions. Pertinent information from Matt's review is provided below.

Londonderry Wastewater Ordinance

- Adopted by Selectboard on May 19th
- Based on template used by other towns in Vermont for community systems
- Connection approval process and requirements for system users
- Town maintenance responsibilities
- User fees and connection charges
- Restrictions on certain types of wastes and pretreatment requirements

The Draft Village Wastewater Ordinance can be viewed online, or at the Town Clerk's office at 100 Old School Street, South Londonderry, VT 05155. It is also available for inspection at the Londonderry Post Office, the South Londonderry Post Office, and at M&T Bank located at 5700 Vermont Rte 100, Londonderry, VT.

<https://www.londonderryvt.org/wp-content/uploads/2025/05/Londonderry-Draft-WW-Ordinance-AS-ADOPTED.pdf>

Estimated Cost of Operations and Maintenance

- Budget developed by RCAP Solutions based on their knowledge of other small scale wastewater systems in New England and State guidance
- Estimated annual cost for operating North Village and South Village systems (2026): \$36,800
- Reserve fund contribution for future maintenance & emergencies: \$10,700
- Total annual operations and maintenance costs: \$47,500
- Operations and maintenances costs will be paid for by the system users

Estimated User Fees

- Total annual operations and maintenance costs: \$47,500
- System is designed for up to 53 Equivalent Residential Units (ERUs) at 245 gallons of wastewater/day
- Monthly cost per ERU: approximately \$75 (\$47,500 / 53 ERUs / 12 months)
- Properties connecting after initial construction phase will be required to pay for property improvements and connection fee.
- **Fees will change based on final design of the system and construction costs.**
- **Selectboard will review and adjust fees as needed to ensure the fees being collected adequately cover the costs of operating the system.**

Estimated Monthly User Fees (for example purposes only)

- Single-Family Home: approx. \$75/month (245 gallons/day)
- Multi-Family Building w/ 3 Apartments: approx. \$224/month (735 gallons/day)
- Office with 5 employees: approx. \$23/month (75 gallons/day)
- Restaurant w/ 30 seats serving 2 meals/day: approx. \$247/month (810 gallons/day)
- Food Market: approx. \$30/month (100 gallons/day)

Public Comments

Please note – we have tried to capture the majority of the questions and answers provided during the meeting, but some may be omitted. The video recording of the meeting can be accessed via the link provided in the meeting summary information at the top of page 1. Several questions associated with the anticipated fee for a particular property were asked/answered during the session. Please contact the design engineer with any follow up questions / confirmation on individual system details.

Q – Is there a cap on system cost?

A – There is no “cap” on user fee. The estimates provided by RCAP are anticipated to be very close to actual costs, but some variance is possible.

Q – Length of time for installation of equipment on private property.

A – Installation of the tank, pump, alarm system, etc. is anticipated to take 2-3 days. Once the system is online, the old septic tank will be abandoned (crushed in place).

Q – Is there any data on system operations in other Towns?

A – Yes, systems like these have been implemented in other Vermont Towns, some have been in operation for more than 20 years. Relative to fee structure, a comparison of systems fee structures was not completed during the development of Londonderry’s, the fee structure was developed using project specific information (i.e. funding, expected number of connections). Operations and maintenance costs and reserve funding were all incorporated into the fee structure.

Q – How much energy do the pump systems use?

A – Each system will have a ½ horsepower pump (120v , 20A service), and the electrical costs to run that pump are estimated at \$18 / year.

Q – Size of new septic tank?

A – The 1,000 gallon septic tank and pump system will be approximately 9’ feet in diameter. Vehicles should not park directly over the septic tank / cover, but typical lawnmower equipment is fine. For certain parcels, the septic tank will be relocated to an area that is not at risk of vehicle damage (i.e in a driveway).

Q – If a property requires pre-treatment (oil/grease separator), when would that equipment need to be installed?

A – Installation of pre-treatment could likely occur later in the construction period. The design engineer will coordinate with those properties that require pre-treatment.

Q – Costs for hooking into the system later? Would that equipment be treated similar to systems installed during construction?

A – Costs for connecting after construction of the system have not been estimated, but are anticipated to be significant. These costs (currently) would be the responsibility of the property owner. Should a property owner elect to connect at a later date, the same system requirements would apply (i.e., the system owns, operates, and maintains all equipment, an access easement would be required over the property).

Q – Overall life of system?

A – With the regular maintenance that is provided through the wastewater system operations, the lifespan of the system is anticipated to be 40-50 years, or longer.

Next Committee Meeting –

The next Village Wastewater Committee meeting is scheduled for Tuesday, July 15th, at 6:00 PM at Neighborhood Connections.

The meeting adjourned at 7:35 PM.

Note – Draft meeting minutes are generated through AI technology. While we strive for accuracy, the generated draft meeting minutes may contain errors or omission, and are subject to revision prior to approval.